

Central Intelligence Agency



Washington, D.C. 20505

31 DEC 1987

Ms. Mary Dix  
National Security Council  
Executive Office Building  
Room 397  
Washington, DC 20506

Dear Ms. Dix:

The Intelligence Issues Course will have its third running 6-13 January 1988. There will be 22 participants. The course is designed for Executive Secretaries within the Agency and invitees from the Intelligence Community who have approximately 15 years experience.

One of the objectives of this course is for the Executive Secretary to gain an appreciation of the total intelligence process and the interaction between the National Security Council (NSC) and the Intelligence Community. We would therefore appreciate a briefing detailing this process from the perspective of the NSC and a tour of the White House Situation Room.

We suggest the morning of 12 January as the most convenient time for this presentation. The course agenda and the student roster will be forwarded as soon as possible.

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Please contact the Course Director, [redacted] if you require further information. We very much appreciate your willingness to participate in what we consider a very important course for the Executive Secretary.

Sincerely,

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[redacted]

Director  
of  
Training and Education

STAT      ORIG:OTE/SACTD/STB [redacted] (23 Dec87)

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